

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 119
AUGUST 1, 2012 – WORK SESSIONS**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, August 1, 2012 at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Debbie Thompson

Staff Present: Bill Oakes, Director

Others Present: Elaine Marlow, Budget Director

Record @ 00:06

Public Works

Subject/Description: Fairgrounds roof replacements

Attachment: yes

Discussion: Public Works received one bid for roof replacements at the fairgrounds in the amount of \$200,000.00. Bill Oakes recommended rejecting the bid and continuing the Small Works process.

Follow Up: Okay with full Board.

Roads

Subject/Description: Out of State Travel Request

Attachment: Memorandum dated 7/10/12 from Donna Keeler, to BOCC

Action Requested: Approval for out of state travel for staff to attend the Tools of the Trade National Transportation Conference, in Big Sky, Montana, from September 12-14, 2012. Cost of the conference will be covered by the RTPPO-Unified Planning Program Grant.

Follow Up: Okay with full Board.

Subject/Description: Request to Call for Bids for 2012 UPS Installation & Left Turn Phasing Modifications

Attachment: Memorandum dated 7/19/12 from Devin Joslin, to BOCC

Action Requested: Approval to put out a formal call for bids to install uninterruptable power supply (UPS) systems at the intersections of Ault Field Road/Langley Boulevard, Ault Field Road/Goldie Road and East Camano Drive/Camano Hill Road and modifications to the left-turn traffic signal phasing at the intersection of Ault Field Road/Langley Boulevard; Estimated Cost: \$40,000-\$60,000 to be paid for a part of the County Road Safety Improvements Program.

Follow Up: Okay with full Board.

Subject/Description: Road Vacation: Roger & Valerie Jeglum – Sunset Drive

Attachment: Petition Review & Map

Action Requested: Approval of road vacation petition initiated by Roger & Valerie Jeglum.

Follow Up: Okay with full Board.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 120
AUGUST 1, 2012 – WORK SESSIONS**

Subject/Description: Road Vacation: Rick & Sandy Burleson – Beach Way (Dallman Road)

Attachment: draft cost estimate for Road vacation, petition & revised drawing

Action Requested: Postponed to August 15, 2012 work session.

Subject/Description: TIP/CIP update

Attachment: none

Action Requested: The Planning Commissioner held a Public Hearing on July 24, 2012 and approved, as presented, the Six-Year Transportation Improvement Program 2013-2018 and the Capital Improvement Program 2013-2018.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Add-on

Subject/Description: RFQ for Road Grading

Attachment: none

Information: Bill briefed the Board that Public Works will be issuing a Request for Qualifications (RFQ) for a consultant to evaluate all the County roads.

EXECUTIVE SESSION ANNOUNCED

The Board of Island County Commissioners will meet in Executive Session as allowed under RCW 42.30.110(1)(c) to discuss minimum price for sale or lease of property, beginning at 9:30 a.m., in the Commissioner's Hearing Room, County Annex Building. The session was anticipated to last 20 minutes with no announcement afterwards in open public session.

Commissioner Emerson left the Executive Session shortly after it started.

At 9:50 a.m. the Chair announced that the Board would need an additional 10 minutes to conclude the Executive Session.

The Board reconvened in regular session at 10:00 a.m. and announced that Elaine Marlow and Bill Oakes will distribute a draft document to the Board for comments and depending on their feedback the discussion will be continued to a future work session or moved forward for approval.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, August 1, 2012 at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Debbie Thompson

Staff Present: Bruce Rohm

Others Present: Elaine Marlow, Budget Director, Jackie Henderson, Lynda Richards

Record @ 31:40

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 121
AUGUST 1, 2012 – WORK SESSIONS**

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Planning/Community Development

- Planning Tech 1, C-7, replacement position, .5 FTE #040/12 – Postponed

Human Services

- School-based Mental Health Counselor, C-11, replacement position, .8 – 1 FTE #043/12
- School-based Mental Health Counselor, C-11, .5-.7 FTE #044/12
- Housing Resource Coordinator, C-10, .8 FTE #046/12

Commissioner Homola moved to approve Job Requisitions #043/12, 044/12 & 046/12. The motion was seconded by Commissioner Emerson and carried unanimously.

Juvenile Detention

- Drug Court Mentoring Coordinator, C-9, 1 FTE #045/12

Commissioner Emerson moved to approve Job Requisition #045/12. The motion was seconded by Commissioner Homola and carried unanimously.

**Prosecuting Attorney
Summary Minutes**

Work Session was held between the County Commissioners and Prosecutor on Wednesday, August 1, 2012, at 10:15a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Debbie Thompson

Present: Greg Banks, Michele Graaff

Others Present: Elaine Marlow, Budget Director

Record @ 42:40

Subject/Description: 2013 OCVA Victim Witness Assistance Grant

Attachment: grant

Action Requested: Approval of grant to Island County Prosecutor's Office through the Office of Crime Victims Advocacy Community Services and Housing Division for funding that supports Victim/Witness program activities in Island County; Amount: \$40,000.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

**Budget Director/GSA/IT
Summary Minutes**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 122
AUGUST 1, 2012 – WORK SESSIONS**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, August 1, 2012, at 10:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Debbie Thompson
 Kelly Emerson, Member - excused
 Angie Homola, Member

Staff Present: Elaine Marlow, Budget Director

Record @ 48:48

Subject/Description: Risk Management Self-Assessment for 2012

Attachments: Island County's Self-Assessment for 2012

Action Requested: Board signature on completed Risk Management Self-Assessment for 2012 to be forwarded to Washington Counties Risk Pool for its review and records.

Follow-up: Okay with Board to move forward for signature.

Subject/Description: Washington Counties Risk Pool briefing

Attachments: none

Information: Commissioner Homola and Elaine Marlow provided a brief review of the WCRP Summer Conference and 2012 Annual Board meeting they attended in July.

Subject/Description: 2013 budget process

Attachment: none

Discussion: Individual meetings with departments will be scheduled and Commissioner Homola will draft a memo to Elected Officials and Appointed Department Heads setting forth parameters for a group discussion at the next Roundtable meeting. The draft memo and process will be discussed and approved at the next Monday meeting.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, August 1, 2012 at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Debbie Thompson
 Kelly Emerson, Member - excused
 Angie Homola, Member

Others Present: Elaine Marlow, Budget Director

Record @ 01:07:50

Subject/Description: Approval of Special Occasion Liquor Licenses

Attachments: none

Action Requested: Appoint Debbie Thompson designee for signature of Special Occasion Liquor Licenses following approval by County regulatory departments.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 123
AUGUST 1, 2012 – WORK SESSIONS

Follow up: *Commissioner Homola moved to designate Debbie Thompson as the Board's designee for Special Occasion Liquor Licenses. The motion was seconded by Commissioner Price Johnson and carried unanimously.*

Planning & Community Development
Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, August 1, 2012 at 11:05 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Thompson

Staff: Debbie

Kelly Emerson, Member - excused
Angie Homola, Member

Staff Present: Bob Pederson, Director, Paula Bradshaw, Karen Steward, SMP Coordinator

Others Present: Elaine Marlow, Budget Director

Record @ 01:10:43

Subject/Description: Hearing Examiner Contract

Attachment: yes

Action Requested: Approval of Amendment No. 2 for Personal Services with Michael Bobbink, as Island County Hearing Examiner, extending the contract through 8/31/14; Approval of Amendment No. 2 for Personal Services with Millie Judge, as Island County Hearing Examiner Pro Tem, extending the contract through 8/31/14.

Follow up: Okay with Board.

Subject/Description: Shoreline Master Program (SMP) update process

Attachment: yes

Information: The Island County Planning Commission will be conducting public workshops in August on three different nights and locations. The purpose is to discuss the proposed comprehensive update of the Island County Shoreline Master Program. The update includes revised goals and policies; revised shoreline environment designations; a shoreline restoration plan; and new shoreline regulations and procedures.

Follow up: Continued discussion at the August 8, 2012 work session.

Subject/Description: Update on building permit status

Attachments: yes

Information: Bob Pederson updated the Board on the status of building permits through the end of July.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 124
AUGUST 1, 2012 – WORK SESSIONS**

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member

ATTEST:

Elaine Marlow, Clerk of the Board